

**INABURRA** FAITH  
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# INABURRA SCHOOL POLICY DOCUMENT

## CHILD SAFE POLICY



INABURRA SCHOOL

## TABLE OF CONTENTS

1. OBJECTIVE.....	1
2. APPLICATION .....	1
3. STATEMENT OF COMMITMENT TO CHILD SAFETY.....	1
4. CHILD SAFE VALUES AND PRINCIPLES .....	2
5. CHILD PROTECTION OFFICERS .....	2
6. CHILD SAFE TEAM.....	3
7. ADMINISTRATION EXECUTIVE.....	3
8. RESPONSIBILITIES .....	4
9. REPORTING CHILD PROTECTION CONCERNS .....	4
10. KEY LEGISLATION AND RELATED POLICIES, PROCEDURES AND GUIDELINES .....	4
11. REVIEW.....	5
12. DOCUMENT CONTROL .....	5

## 1. OBJECTIVE

1.1 Inaburra School (the School) is committed to being a child-safe organisation. Our Child Safe Policy serves as a framework outlining our commitment to maintaining a safe environment for children within our school. It provides the key elements of our approach and strategies to adhere to all relevant laws, regulations, and standards relating to child safety in New South Wales (NSW).

1.2 This policy aligns with the NSW Child Safe Standards outlined in the *Children's Guardian Act 2019* (NSW). The NSW Child Safe Standards are based on the National Principles for Child Safe Organisations, which themselves were based on recommendations by the Royal Commission into Institutional Responses to Child Sexual Abuse.

In NSW, all organisations that fall under the Reportable Conduct Scheme (including the School), must comply with the NSW Child Safe Standards.

The NSW Child Safe Standards are:

- *Child safety is embedded in organisational leadership, governance, and culture*
- *Children participate in decisions affecting them and are taken seriously*
- *Families and communities are informed and involved*
- *Equity is upheld and diverse needs are taken into account*
- *People working with children are suitable and supported*
- *Processes to respond to complaints of child abuse are child-focused*
- *Staff are equipped with the knowledge, skills, and awareness to keep children safe through continual education and training*
- *Physical and online environments minimise the opportunity for abuse to occur*
- *Implementation of the Child Safe Standards is continuously reviewed and improved*
- *Policies and procedures document how the organisation is child safe.*

1.3 This policy should be read alongside (and not limited to) the School's Child Protection Policy, Child Protection Procedures, Employee Handbooks, Codes of Conduct, and Grievance Policies.

1.4 The School maintains a zero-tolerance stance on child abuse.

## 2. APPLICATION

This policy applies to all adults in the School Community, including the ISL Board of Directors, staff, volunteers, third-party contractors, external education providers, practicum teachers, and students. This policy applies in all School environments, both physical and online, and on-site and off-site School grounds.

## 3. STATEMENT OF COMMITMENT TO CHILD SAFETY

The following statement of commitment is communicated on the School's website:

*At Inaburra School, we uphold the fundamental right of every child and young person to experience safety and well-being. Our commitment is to create an environment that is child-safe and a child-friendly environment.*

*We have zero-tolerance for child abuse and any form of harm, and we recognise our paramount duty to act in the best interests of our students. We are committed to providing the resources to ensure compliance with all relevant child protection laws and regulations to foster a culture that prioritises child safety.*

*This commitment applies to every member of our School community and recognises that we all bear responsibility, individually and collectively, to keep the well-being and safety of all students as the central focus of our actions and decisions.*

## 4. CHILD SAFE VALUES AND PRINCIPLES

4.1 The following child safe values and principles underpin the School's child safe policies (see above at 1.3):

- All children and young people have the right to be safe and treated fairly.
- The safety, well-being, and best interests of children and young people are of paramount importance.
- Child safety is an integral part of school leadership, governance, and culture.
- Children's voices are heard in decisions that affect them, and their views are taken seriously.
- Families and communities are kept informed and actively involved.
- Equity is upheld, and diverse needs are taken into account.
- Individuals working with children are screened and well-supported.
- Procedures for responding to complaints of child abuse are child-focused.
- Staff members are equipped with the knowledge, skills, and awareness to keep children safe through continuous education and training.
- Physical and online environments are designed to minimise opportunities for abuse.
- The implementation of Child Safe Standards is reviewed and improved.
- Policies and procedures document how the School maintains child safety.
- Clear expectations for appropriate behavior with children and young people are outlined in the Employee Handbooks and the Codes of Conduct for various stakeholders.
- School decisions regarding a student(s) should consider their culture, language, religion, and any disability, consider the person with parental responsibility, and respect their cultural and social background.

## 5. CHILD PROTECTION OFFICERS

5.1 The School has assigned Child Protection Officers who are ethical and experienced members of the school community. They are entrusted to handle sensitive issues related to child safety. Child Protection Officers report relevant concerns to the Principal, who is the head of the child-safe organisation.

5.2 Parents/carers, family members, and other community members who have concerns about child safety or suspect that a child or young person associated with the school may be at risk of abuse or harm can contact our Child Protection Officers:

Position: Head of Senior School

Contact Number: 85252211

Email: [smithc@inaburra.nsw.edu.au](mailto:smithc@inaburra.nsw.edu.au)

Position: Head of Junior School (currently acting)

Contact Number: 85252000

Email: [GallagherC@inaburra.nsw.edu.au](mailto:GallagherC@inaburra.nsw.edu.au)

## 6. CHILD SAFE TEAM

The Child Safe Team is tasked with the following responsibilities:

- Review the child safety measures and safeguards relating to the operations of activities in School in accordance to the NSW Child Safe Standards.
- Communicate periodically with the School Leadership Teams about the School's efforts in child protection including areas of improvement.
- In cases where the circumstances warrant immediate attention, the Principal is notified by the Child Safe Team.

The Child Safe team is made up of three members of the Combined Leadership Team (CLT):

- A Senior School Staff member – currently the *Acting Deputy Head of Senior School*.
- A Junior School Staff member – currently the *Sports Coordinator (K-6)*.
- Additional member of staff – currently the *Director of Compliance and Staff Services*.

## 7. ADMINISTRATION EXECUTIVE

The Administration Executive has responsibility for receiving, considering, and responding to the findings of the Child Safe Team. In alignment with the NSW Child Safe Standards, the Administration Executive must:

- **Receive Reports:** Formally receive and review reports and recommendations provided by the Child Safe Team regarding the school's child safety measures and safeguards.
- **Review Broader Strategies:** Examine the effectiveness of broader school strategies that contribute to child safety, including wellbeing programs, guest

speakers, and workshops, ensuring these initiatives align with best practice in child protection.

## 8. RESPONSIBILITIES

7.1 The School acknowledges that the protection and safety of children are everyone's responsibility.

7.2 Every member of the school community including the Inaburra School Limited (ISL) Board of Directors, staff, volunteers, third-party contractors, external education providers, and student teachers share the responsibility of contributing to the safety and protection of children and young people.

## 9. REPORTING CHILD PROTECTION CONCERNS

8.1 The School's *Child Protection Policy and Child Protection Procedure* documents provide the framework to staff, volunteers, third-party contractors, external education providers, and student teachers on how to identify key risk indicators of child abuse and the process of reporting in relation to mandatory reporting, reportable conduct and peer-on-peer sexual behaviour. This includes any:

- Sexual offense or sexual misconduct committed against, with, or in the presence of a child (including child pornography offenses or offenses involving child abuse material), including grooming behaviors.
- Assault against a child, ill-treatment, or neglect of a child.
- An offense under section 43B (failure to protect) or 316A (failure to report) of the *Crimes Act 1900*.
- Behavior that causes significant emotional or psychological harm to a child, whether or not, in any case, with the consent of the child.

8.2 Other members of the school community may also report any reportable conduct in accordance with the School's Child Protection Policy.

8.3 This policy outlines how parents/carers, family members, and other community members with concerns about child safety or who suspect that a child or young person associated with the school may be at risk can contact the School (see above at 5).

8.4 Communications will be treated confidentially on a 'need-to-know basis.'

8.5 In situations where there are immediate concerns for a child's safety, the Police should be contacted by calling Triple Zero (000) or the local Police Station (Sutherland – 95420899)

## 10. KEY LEGISLATION AND RELATED POLICIES, PROCEDURES AND GUIDELINES

There are seven key pieces of child protection-related legislation applicable to schools in New South Wales:

- *Education Act 1990 (NSW);*
- *Children and Young Persons (Care and Protection) Act 1998 (NSW);*
- *Child Protection (Working with Children) Act 2012 (NSW);*
- *Child Protection (Working with Children) Regulation 2013 (NSW);*
- *Children’s Guardian Act 2019 (NSW);*
- *Crimes Act 1900 (NSW); and*
- *Civil Liability Act 2002 (NSW).*

## 11. REVIEW

10.1 The School is committed to improving its child safe and protection policies continuously and ensuring compliance with NSW child protection laws and regulations.

10.2 The School will regularly review its policies and procedures for overall effectiveness and to ensure compliance with all laws, regulations, and standards related to child protection.

## 12. DOCUMENT CONTROL

DOCUMENT INFORMATION	
<i>Document Owner</i>	Administration Executive
<i>Policy last reviewed</i>	22 September 2025
<i>Policy approved by</i>	Dr James Pietsch
<i>Policy review cycle</i>	Annual
<i>Date for next review</i>	September 2026

CHANGE HISTORY		
<i>Date</i>	<i>Change Number</i>	<i>Details and reason for the change</i>
14/5/24	1	New policy. Approved by ISL Board.
12/9/25	2	Change contact for JS Head of School and updated to include contact for local police station. Added section about the role of the Administration Executive.